
Subject: Multi-User Electric Breastpumps

Effective Date: April 1, 2011

Revised from: October 1, 2009

Policy: Local WIC clinics may provide multi-user electric breastpumps and collections kits to WIC clients in the following situations:

- Mother separated from infant for reasons such as return to work or school, infant /mother hospitalization, or sharing custody of an infant.
- Premature infant unable to nurse effectively.
- Infant has special needs e.g. cleft lip or palate, Down Syndrome, cardiac problems, PKU, cystic fibrosis, neurological impairment, or other needs as determined by a CPA, Breastfeeding Coordinator, Breastfeeding Peer Counselor, or IBCLC.
- Infant has physical or neurological impairment such as uncoordinated suck/swallow patterns, weak suck, inability to suck, or inability to latch on the breast.
- Infant is sick and unable to nurse.
- Mother is sick which may cause difficulty with maintaining milk supply and/or on medication that is contraindicated for breastfeeding. The electric pump will allow breastmilk supply to be maintained until the infant can safely return to breastfeeding.
- Mother of twins or other multiples.
- Mother is physically unable to hand express or use a manual breastpump.
- Engorgement (short term use -one time or overnight only – contract must be completed for use.)
- Relactation.
- CPA, Breastfeeding Coordinator, Breastfeeding Peer Counselor, or IBCLC determines a need.

Reference: 7 CFR Part 246.14; USDA FNS Policy Memorandum, 99-WIC-23

Procedure:

1. The clinic CPA, Breastfeeding Coordinator, Breastfeeding Peer Counselor, or IBCLC issuing the breastpump must:
 - a. Ensure that the client is an active breastfeeding client on the WIC program before issuing a multi-user electric breast pump. Clients who are minimally breastfeeding and 6 months postpartum are eligible to receive a breastpump if they meet the issuance criteria.
 - b. Issue the client a multi-user breastpump using the Issue Breastpump window in KWIC. Have the client complete the Breastfeeding Equipment User's Agreement for the multi-user breastpump (autoprinted from KWIC or available in the Forms Section.) The client and WIC staff must both sign the agreement. Provide the client with a copy and file the clinic's copy in a notebook designated for tracking multi-user electric breastpump issuance.

Subject: Multi-User Electric Breastpumps

- c. Educate client/designee on pumping frequency to maintain milk supply. Provide additional information or print materials as needed. “Helpful Hints for Using a Breast Pump” is available to print for the client on the Kansas WIC Website under Information for WIC Local Agencies/ Nutrition Education Materials/Breastfeeding:
http://www.kansaswic.org/nutrition_education/nutrition_edu_materials.html
 - d. Add the Staff Reminder “Multi-User Electric Loaner Breastpump” to the Staff Reminders Tab to use as a reminder to staff to check with the client issued a breastpump at each subsequent visit about usage, problems, and questions.
 - e. Assure that the client/designee is able to assemble and disassemble and clean the pump. The flyer, “Breastpump Cleaning Instructions,” is available to print for the client on the Kansas WIC Website under Information for WIC Local Agencies/ Nutrition Education Materials/Breastfeeding:
http://www.kansaswic.org/nutrition_education/nutrition_edu_materials.html
 - f. Instruct client on how to use the pump including parts replacement (how to order replacement parts) and/or equipment needed to operate the pump (e.g. batteries, filters, disposable plastic bags, etc.)
 - g. Instruct client/designee to discontinue the use of the pump if discomfort occurs.
 - h. Document multi-user breastpump issuance on the Notes Window in KWIC.
2. Follow up with the client receiving the multi-user electric breastpump regarding any questions, concerns or problems. At a minimum the following should be documented in the client’s KWIC record:
- a. A subsequent contact (may be a phone call) within one week of issuance of the breastpump. Document on the Notes Window in KWIC.
 - b. A contact at every check pickup.
3. If a multi-user electric breastpump is lost or damaged, the breastfeeding coordinator/designee must report the loss or damage to the State WIC Office.
4. Steps to follow when a multi-user electric breast pump is returned.
- a. Multi-user electric breastpumps only are to be returned. Collection kits are for individual use only and should NOT be returned to the WIC Program.

Subject: Multi-User Electric Breastpumps

b. Enter return information in the client's KWIC record (use the Notes Window.) Enter the returned date on the client's Breastpump Issuance screen. Once a returned date is entered the pump will be marked as available on the breastpump inventory. Mark the Staff Reminder "Multi-User Electric Loaner Breastpump" as completed on the Staff Reminder Tab.

- b. Clean using the procedure in #5. Replace missing parts if necessary.
- c. Provide a new collection kit to each client using a multi-user electric breastpump.
- d. Store electric breastpumps and collection kits in a secure area.

5. Cleaning and sanitizing multi-user electric breastpumps

- a. When a client returns a pump, place the entire pump and pump case unit inside a heavy-duty plastic bag. Keeping a pump in a sealed airtight bag for 2 -3 days will usually kill insects that may have crawled into the pump motor casing or pump case. Twist the top of the bag and securely close it with a twist tie.

- i) Record the pump serial number and date of return on the outside of the bag.
 - ii) After 2 – 3 days remove the pump from the bag and clean. Consider cleaning pump in a location away from clean pumps to avoid cross contamination.

- b. Spray the front and back air vents with compressed air to remove dust and/or insects. (If there is an insect infestation, it will usually be noticed at this time.) Tilt pump forward and tap gently on a hard surface as a secondary check for insect infestation. If infested, see "e" below.

- c. Clean exterior surface of pump, pump case, and the styrofoam that lines the pump case with a mild bleach solution or other disinfectant. Clean all accessible crevices thoroughly. Air dry. Replace missing parts. Repackage.

- d. Just prior to re-issuing the pump, remove pump from case and spray vents with compressed air as a tertiary check for dust and infestation.

- e. Insect infested multi-user electric breastpumps can be returned for cleaning.

- i) Returning Medela breastpumps:

- The Western States Contract Alliance (WSCA) contract provides for 100 cleanings per year. Very soiled or bug infested pumps would be candidates for cleaning.

- Call Medela customer service at 1-800-435-8316 to acquire a Return Authorization Number. This number must be placed on the outside of the package along with the word "Infested" if the pump is returned for cleaning due to bugs.

Subject: Multi-User Electric Breastpumps

- The pump should be doubled bagged and sealed tightly.
- Provide a short note inside the box indicating whether the pump is or is not functioning properly and whether repairs are needed. Medela will provide a Price List for repair information.
- Medela will clean and return the pump to the local clinic within five days of receipt. Medela will cover the return shipping and handling expense.
- Damage or needed repairs may delay the return. Medela will request repair authorization and a PO number before repairs are made.
- Ship pump to:
Medela, Inc.
P.O. Box 660
McHenry, IL 60051-0660

ii) Returning Ameda breastpumps:

- Call 1-847-964-2641. The contact person is Elsira Depaz.
- Be prepared with the serial number of the pump and information about the need for cleaning or repair.

iii) Returning Hygeia breastpumps:

- Call Customer Service at 1-760-597-8811
- Be prepared with the serial number of the pump and information about the need for cleaning or repair.

6. Accountability and security of multi-user electric breastpumps:

- a. The breastfeeding coordinator/designee is responsible for the care, security, and return of multi-user electric breast pumps.
 - i) All electric breastpumps and attachment kits must be stored in a secure area.
 - ii) All electric attachment kits must be stored in original, unopened packaging.
- b. The breastfeeding coordinator/designee is responsible for the tracking of multi-user electric breastpumps loaned to clients until the breastpump is returned.

7. The breastfeeding coordinator/designee may recall a multi-user electric breastpump for an infant or breastfeeding WIC client who has a higher priority.